

**Advisory Committee on Adult Education and Literacy  
to the  
Virginia Board of Education**

**Crowne Plaza Hotel  
555 E. Canal Street  
Richmond, VA 23219**

**Minutes  
Tuesday, June 22, 2004**

---

**Members Present**

Mark E. Emblidge  
The Honorable Kenneth Plum  
The Honorable Emmett Hanger  
Susan Erno

David Red  
Marilyn Milio  
Rebecca Scott  
Dr. Yvonne V. Thayer, Ex-Officio

**Members Absent:**

Steve Clementi  
Scott Leath

Dr. Carlisle Ramsey  
Dr. Yvonne Brandon  
Carolyn Baker

**Other Persons in Attendance:**

Dr. Troilen Seward  
Tom Borden

Elizabeth Hawa  
Patty Shortt  
Gloria J. Murphy

**Welcome and Purpose of the Meeting**

Mark Emblidge

Mr. Emblidge stated that an agenda item is included on the June Board of Education meeting agenda to recommend three persons for reappointment and two persons for appointment to the advisory committee (see attachment). Also, terms are changed to end in June rather than December.

**Approval of Minutes**

Upon a motion made and seconded, the minutes from the Friday, September 12, 2003, meeting were approved as printed.

**Update on the Federal Reauthorization**

- Virginia lost money this year for Adult Basic Education.
- Most ABE programs lost funds based on population changes.
- The Workforce Investment Act has not been reauthorized by Congress.
- Virginia is continuing previously awarded ABE grants for one year through FY05.

## **Plans for Adult Education for the Next Two Years**

- Develop a fast track program across the state
- Develop standards for all program areas
- Assist in program improvement

## **Race to GED Initiative**

The Governor is committed to double the number of GEDs in Virginia, with the primary activities for adult education in 2004-05 supporting Race to GED:

- Offer fast track classes in 10 additional localities
- Recruit learners across the state
- Implement workplace GED programs
- Develop marketing materials that are available to all programs
- Continue partnership with Virginia Lottery
- Continue partnerships with Virginia racetracks and drivers
- Develop partnership with national NASCAR in Daytona
- Provide staff development to GED teachers
- Purchase instructional materials with funds from the Tobacco Commission
- Utilize the adult education Web portal for group discussions and as a repository for Race to GED information

Elizabeth Hawa – Marketing Committee

- Reported on activities that took place at Richmond International Raceway
- Discussed the marketing tool kit being developed for workshop for program managers

Patty Shortt, workforce development specialist, reported that she is:

- Working with parents
- Marketing to get candidates for GED
- Coordinating 2004 Virginia Lottery special event schedule, including Salem Fair, Galax Fiddler's Convention, NASCAR – Bristol Fan Appreciation, Hampton Bay Days, and the Virginia State Fair
- Coordinating event with Ronde and Tiki Barber at Virginia Beach Public Library in July

## **Report to the Board of Education**

- Advisory Committee has been charged with making recommendations to the Board of Education.
- Advisory Committee will recommend that the Board of Education includes a request for one million dollars to enhance GED testing centers in the agency's FY06 budget request to Governor Warner (see attachment).

- Delegate Plum suggested that we ask the Board of Education to recommend that the Secretary of Education and the Secretary of Commerce submit a recommendation to the Governor for funding of GED testing centers.

#### **Relationship with Governor's Special Assistant for Workforce Development**

- Senate Bill No. 304 codified the position
- Dr. Barbara Bolin has been appointed to analyze program policies and initiatives in all agencies and make recommendations to the Governor.

Next meeting will be scheduled some time in the fall.

The meeting was adjourned.

**RECOMMENDATIONS FOR APPOINTMENT TO THE  
ADVISORY COMMITTEE ON ADULT EDUCATION AND LITERACY**

MARK E. EMBLIDGE – Reappointment 3 Year Term (June 2007)  
Member, Virginia Board of Education  
Executive Director  
Virginia Literacy Foundation  
700 E. Main Street  
Richmond, VA 23219

Mr. Emblidge was appointed to the advisory committee in 2001 after chairing the Task Force on Adult Education and Literacy. The president of the Board of Education appointed him as co-chair of the advisory committee. Mr. Emblidge works in the field of adult literacy.

HONORABLE EMMETT W. HANGER, JR. – Reappointment 3 Year Term (June 2007)  
211 W. Frederick Street  
Staunton, VA 24401

Senator Hanger was appointed to the advisory committee in 2001 after serving on the Task Force on Adult Education and Literacy.

SCOTT LEATH – Reappointment 3 Year Term (June 2007)  
Richmond Times Dispatch  
P. O. Box C – 32333  
Richmond, VA 23293

Mr. Leath was appointed to the advisory committee in 2001 after serving on the Task Force on Adult Education and Literacy. He represents the interests of business and employers in adult education.

GARY L. JONES – Appointment 3 Year Term (June 2007)  
Member, Virginia Board of Education  
7016 Balmoral Forest Road  
Clifton, VA 20124

Dr. Jones, a member of the Board of Education, has expressed an interest in serving.

SUSAN UTT – Appointment 3 Year Term (June 2007)  
Northern Shenandoah Valley Adult Education  
156 Dowell J Circle  
Winchester, VA 22602

Ms. Utt is an adult education program manager in the Shenandoah Valley. She represents the Virginia Association for Adult and Continuing Education.

## **Proposal for RACE TO GED Funding Request**

### Background

At the June 22 meeting of the Board of Education's Advisory Committee on Adult Education and Literacy, the committee discussed Governor Warner's Race to GED initiative. The committee heard about the success experienced in the pilot sites that are (1) implementing a Fast Track approach to instruction and (2) taking an aggressive approach to marketing the program and recruiting adult learners. While there are a number of important issues in adult education, not the least of which is the reduction in federal funding that most Virginia programs are experiencing, the committee agreed that their primary interest is to support the Race to GED and the goal of doubling the number of GED Certificates earned annually.

### Race to GED Activities

Three primary activities will support a significant increase in GED attainment: marketing the program, offering the Fast Track, and providing additional opportunities for GED testing.

### Going to Scale

Discussions of Race to GED activities center on using that which has been learned in the five pilot sites to increase GED activity throughout the state. The Department of Education plans to move the Fast Track program from the pilot stage to statewide adoption over two years. This summer, 10 additional programs will be named as locations that have already implemented or will be implementing Fast Track GED preparation programs. During the next 18 months, the program will be taken to scale, requiring all adult secondary programs to offer Fast Track as a part of the adult education program. Aggressive marketing and new learning opportunities will require additional opportunities for GED testing. Currently, testing centers, most of which are operated and funded by school divisions, do not have the capacity to offer testing on demand. Some centers only test once a month, and some do not operate during the summer.

### Need

Virginia must support GED testing with an adequate number of testing centers and frequent testing opportunities, including on-demand testing at some sites. Although adult education classes are available in every county and city, GED testing is not. (See attached map.) Currently, Virginia's 75 testing centers receive little or no financial support from the state. The state has provided \$100,000 to enhance existing testing opportunities in some testing centers since 2000. Income from GED test takers (\$35/test) does not balance the cost of testing (administrator, proctor, materials, space, and special accommodations for learning disabled adults). It may cost as little as \$50 or as much as \$500 to test an individual. Meeting the goal of doubling the number of successful test takers requires a significant increase in testing opportunities.

### Proposal

In support of Governor Warner's initiative and in response to increased demand for testing from the marketing campaign and additional GED classes, the Advisory Committee requests that the Board of Education seek \$1 million to support GED testing activities throughout the commonwealth.

1. Additional testing is necessary to offer good customer service and eliminate waiting lists that have occurred in past years when large numbers of persons requested to be tested. This proposal supports increasing the number of persons earning a GED from 10,000 to 20,000. In the past, 60 percent of test takers pass the tests. With improvements in instruction, our goal is to increase the pass rate to 70 percent, which would still require Virginia to test 28,572 persons.
2. As programs expand to offer GED classes in the summer, testing can occur to support the initiative. Currently, many programs do not offer classes or GED testing during summer months. This proposal will increase testing opportunities in locations that have no testing center or centers that test infrequently.
3. Without additional testing sites it is inevitable that Virginia will not be able to meet the Governor's goal. Increased testing will provide the structure necessary to meet the goal of Governor Warner's initiative. These additional testing sites will ensure that adult learners who are recruited to the program and participate in classes are able to test in a timely fashion. This proposal creates the opportunity for on-demand GED testing in 15 testing centers.

#### Budget

GED Examiners	
15 full time with benefits	\$ 735,000
Test batteries, including large print	65,450
Answer sheets	5,250
15 computers and printers for the GED Official Practice Test	15,000
Travel to test sites	22,251
Scoring fees	57,055
Test taker fee to GED Testing Service	99,994
<b>TOTAL</b>	<b>\$1,000,000</b>